



## FINANCE COMMITTEE MINUTES

Tuesday, January 8, 2019

5:33 PM

Hillsboro Civic Center Room C207

Public Meeting

150 E. Main Street

### CALL TO ORDER

**Present:** Councilors Kyle Allen and Olivia Alcaire

**Excused:** Councilor Fred Nachtigal

**Staff Present:** Robby Hammond, Aubrey Minear, Suzanne Linneen, Simone Brooks, Kim Basney, Tom Arnold, Michael Brown, Greg Mont, Tina Bailey, Andrew Bartlett, Dan O'Loughlin, Doug Ehrich, John Schmerber, and Teresa Galvan

**Consider Minutes:** None.

### 1. ITEMS FOR RECOMMENDATION TO CITY COUNCIL:

- A. Consider forwarding a recommendation to City Council to adopt a resolution establishing a rate of \$3,000 for the initial application fee and \$1,700 a year for the annual attachment of small wireless facilities within the public right-of-way.  
*Staff Report – Tina Bailey*

Tina Bailey, Transportation Division Manager, provided background information regarding the resolution and spoke of rates, timeframe, and next steps. She said the fees will be reevaluated in the future to determine actual costs.

Michael Brown, City Manager, emphasized the importance of supporting the business community and keeping up with advancing technology. He said the rates are not set as a deterrent, but to cover the incurred costs; the design standards are adopted to help regulate quality aesthetics. Robby Hammond, Assistant City Manager, said the technology is exciting and will be great for the future, but the costs need to be covered.

In response to Councilor Alcaire, Ms. Bailey said almost all of the street lights have been replaced, but the small wireless facilities could require the poles to be replaced as well.

There was general discussion regarding future efforts to evaluate actual costs and adjust fees if necessary. Mr. Brown said the City would like carriers to provide equitable service throughout the entire City and not omit certain areas

Motion was made by Alcaire, seconded by Allen, to forward a recommendation to City Council to adopt a resolution establishing a rate of \$3,000 for the initial application fee and \$1,700 a year for the annual attachment of small wireless facilities within the public right-of-way. The motion passed unanimously with Alcaire and Allen voting in favor.

- B. Consider forwarding a recommendation to City Council to approve a contract amendment with Magellan Advisors to reflect the adjusted scope of the fiber network design. *Staff Report – Greg Mont*

Motion was made by Alcaire, seconded by Allen, to forward a recommendation to City Council to approve a contract amendment with Magellan Advisors to reflect the adjusted scope of the fiber network design. The motion passed unanimously with Alcaire and Allen voting in favor.

- C. Consider forwarding a recommendation to City Council to approve a Purchase Order with LDV Custom Specialty Vehicles for a Mobile Command Center in the amount of \$517,622. *Staff Report – Kim Basney*

Doug Ehrich, Police Lieutenant; and Dan O’Loughlin, Police Sergeant, provided background information about the previous Mobile Command Center and why a new vehicle is needed.

There was general discussion of cost, design, and use of the vehicle. Councilor Alcaire expressed her support for the purchase and said she appreciates the increase in safety with a sense of community.

Suzanne Linneen, Finance Director, clarified that the purchase order would need to be signed prior to Council approval, but language has been included to acknowledge the pending approval. Councilors Allen and Alcaire expressed support for the approval process given the circumstances.

Motion was made by Alcaire, seconded by Allen, to forward a recommendation to City Council to approve a Purchase Order with LDV Custom Specialty Vehicles for a Mobile Command Center in the amount of \$517,622. The motion passed unanimously with Alcaire and Allen voting in favor.

**2. Items for Discussion (Items may result in action and/or recommendation to Council):**

- A. None.

**3. Advice/Information Items:**

- A. Monthly Investment Reports – October and November 2018. *Staff Report – Suzanne Linneen, Michelle Wareing*

There being no further business, the meeting was adjourned at 6:37 PM.